

**Foxborough Planning Board  
Meeting Minutes  
April 25, 2013  
Town Hall**

**Members Present:** Kevin Weinfeld, William Grieder, Gordon Greene, Ron Bressé,  
Alternate John Rhoads

**Members Absent:** Shannon McLaughlin

**Also Present:** Planner Sharon Wason

In light of Ms. McLaughlin's absence, Mr. Rhoads will participate in the meeting.

**7:00 p.m.** Review of old/new business

**Planner's Report**

**FY13 Budget** – Ms. Wason reviewed the status of the departmental budget. She would like to hire intern Justin Saret to do the recreation portion of the Open Space and Recreation plan. There's a state contract for ArcGIS 10 which costs \$1,275 then \$400 yearly for maintenance costs. She requested permission to purchase the software. She also would like to hire Ryan Norton for 125 additional hours. Additionally, there are flat file cabinets that Bay Colony Group would like to donate to our office and Ms. Wason would like to hire a moving firm to move the cabinets into Town Hall.

A **motion** to authorize the Planner to hire Justin Saret for \$1,440 was made by Mr. Grieder and seconded by Mr. Greene. The motion carried (5:0:0)

A **motion** to authorize spending \$1,275 for ArcGIS was made by Mr. Grieder and seconded by Mr. Greene. The motion carried (5:0:0)

A **motion** to authorize to hire Ryan Norton for 125 additional hours was made by Mr. Grieder and seconded by Mr. Greene. The motion carried (5:0:0)

A **motion** to authorize spending funds to hire a moving firm to move donated file cabinets into the Town Hall building was made by Mr. Greene and seconded by Mr. Grieder. The motion carried (5:0:0)

**Engineering RFQ** – Mr. Rhoads & Mr. Greene reviewed the submissions and will interview the 4 chosen firms on May 9<sup>th</sup>.

**Review of Minutes**

The Board reviewed the minutes of August 23, 2012, September 13, 2012, September 27, 2012, October 11, 2012, October 25, 2012, January 10, 2013, January 24, 2012 and February 14, 2012.

A **motion** to accept the minutes of August 23, 2012 as submitted was made by Mr. Greene and seconded by Mr. Rhoads. The motion carried (5:0:0)

A **motion** to accept the minutes of September 13, 2012 as submitted was made by Mr. Bressé and seconded by Mr. Greene. The motion carried (5:0:0)

A **motion** to accept the minutes of September 27, 2012 as submitted was made by Mr. Grieder and seconded by Mr. Greene. The motion carried (5:0:0)

A **motion** to accept the minutes of October 11, 2012 as submitted was made by Mr. Bressé and seconded by Mr. Weinfeld. The motion carried (5:0:0)

A **motion** to accept the minutes of October 25, 2012 as submitted was made by Mr. Bressé and seconded by Mr. Greene. The motion carried (4:0:1)(Mr. Weinfeld absent)

A **motion** to accept the minutes of January 10, 2013 as submitted was made by Mr. Greene and seconded by Mr. Weinfeld. The motion carried (5:0:0)

A **motion** to accept the minutes of January 24, 2013 as submitted was made by Mr. Bressé and seconded by Mr. Greene. The motion carried (3:0:2)(Mr. Weinfeld & Mr. Rhoads absent)

A **motion** to accept the minutes of February 14, 2013 as submitted was made by Mr. Bressé and seconded by Mr. Greene. The motion carried (4:0:1)(Mr. Weinfeld absent)

**7:45 p.m. Request for minor modification to the Compost Site plan**

Highway Superintendent Robert Swanson represented the applicant along with surveyor Rich Leslie. Operator Andrew Felix was also present. Mr. Leslie distributed copies of the plans. Mr. Grieder explained that the Town is the permit holder for the compost site and Building Commissioner Casbarra determined that the permit holder should present the request for minor modification.

Ms. Wason read memo submitted by Mr. Casbarra dated 4/25/13 stating that the compost area should be expanded without increasing the size of the disturbed area by decreasing the logging area and that Mr. Hill concurred. Mr. Swanson stated that he wasn't aware of this request. Mr. Felix stated that the useable area is inefficient to do both the composting and logging operations. Mr. Swanson stated that the amount of leaves and grass is very minor, but branches and limbs amount is overwhelming. Mr. Felix stated that he has an arrangement with a firm in Rhode Island for them to pick up all materials once a month.

Ms. Wason wanted to clarify what is being discussed. Mr. Rhoads suggested moving the line of demarcation between the area dedicated to composting activities and the area dedicated to logging activities to the west to provide more space for the composting area. Mr. Grieder stated that Mr. Casbarra says that the problem with the design is that a mixed use is not workable since the logging area is significantly larger than the composting area. Mr. Rhoads suggested a transition/mixed area that could be used for composting during the high season, and then logging can expand during the low season. Mr. Felix explained that the fence causes a problem. Mr. Swanson asked if the grinding could be more aggressive right now. Mr. Felix responded that the amount of grinding needed this season is extremely high, adding that if the logging operation is not possible then it doesn't work for him.

Mr. Swanson explained that previously, the trash fee included some money to maintain the landfill and compost. Last year, this was changed and the money only goes to the contractor so we have no funds to operate a compost site. Mr. Felix was the lowest bidder; the next bidder was \$37,000. If Mr. Felix leaves, then there's no funding to operate.

The Board discussed the need for Mr. Casbarra's attendance to present his viewpoint rather than base decisions on a memo. Mr. Leslie presented an as-built plan showing the relocated berm and

the fence which is gated and has a “do not disturb” sign. He proposed grinding every 2 weeks so that the brush pile doesn’t accumulate as much. Mr. Felix stated that the goal is to grind the materials themselves, but the equipment for grinding is very costly. He stated that all the requirements for Phase I have been filled and asked for temporary permission to access the other area. Mr. Bressé stated that the Board could grant permission to the Town. Mr. Grieder stated that he could agree if there’s a locked gate. Mr. Greene stated that for one week he would be amenable to a chain across the opening so no one can drive through it. Mr. Swanson responded that there’s a sliding gate that could be used. Mr. Grieder stated that it’s important to have Mr. Casbarra attend the meeting next week

A **motion** to grant an extension to the Site Plan through May 3<sup>rd</sup>, 2013 with the stipulation that there’s a lockable gate which will be closed when the compost area is being used and no storage of equipment or vehicles in the compost area was made by Mr. Grieder and seconded by Mr. Greene. The motion carried (5:0:0)

#### **8:40 p.m. Affordable Housing Funds**

Mr. Weinfeld stated that he invited Finance Director Randy Scollins to speak to the Board about alternatives to the Housing Trust. Mr. Scollins stated that he explored other ways to receive funds from a third party rather than having to create a trust. He stated that an amount of money can go into the General Fund as a miscellaneous receipt along with a memo stating what the funds are designated for. After that, the fiscal year has to end and the books closed, then the free cash balance is certified by the Department of Revenue. These funds would be earmarked. Town meeting would then need to approve through a warrant article to fund a project from the free cash earmarked amount. He stated that earmarks are done all the time.

Mr. Weinfeld asked if properties can be accepted rather than cash, Mr. Scollins responded that he will look into it.

Ms. Wason asked if this would have been your advice if the Trust hadn’t been proposed. Mr. Scollins responded that it would have been, unless there are other things that the Trust could do.

Mr. Grieder stated that the Board still needs to determine if the State would accept funds rather the construction of units in the former State Hospital project. He stated that the Town needs to present two requests to the State and having the Trust may be helpful.

Ms. Wason stated that Mr. Scollins’ proposal shows us if the Trust is not passed by Town Meeting then this is a good alternative.

Mr. Greene asked if it would be judicious to pull the Housing Trust article from the Town Meeting warrant since there are so many questions. Ms. Wason stated that the Board needs to consider this request next week, since the article received a favorable vote from AdCom and the Board of Selectmen has reconsidered their position on the Trust.

#### **8:00 p.m. Update on Master Plan**

Consultant Kathy McCabe presented the handout for Town Meeting titled “Master Plan Progress Report” and presented an estimate for way-finding.

Mr. Grieder stated that the way-finding proposal should be discussed with the Historical Commission prior to taking any action. Ms. McCabe stated that they are proposing banners for

downtown, will show logo on a banner at the next meeting; then would refine preferred banner choice and prepare a site plan map of recommended locations. Ms. Wason stated that she will send a memo to the Historical Commission explaining way-finding, developing signage, banners, and better marked parking. This project would be funded from the engineering budget.

**9:00 p.m.** Meeting adjourned.

Respectfully submitted,  
Gabriela Jordan

Approved by: Kevin Weinfeld\_\_\_\_\_

Date: 10/24/2013